**Glemsford Parish Council Annual Meeting**

**Minutes of meeting held on Tuesday 10th May 2022 @ 7pm at Glemsford Village Hall**

Present: Cllrs: Plumb, Southgate, Cain, Leopold, B Stephens & G Mills

The clerk.

4 members of the public.

**01.05 Election of Chairman**

Cllr Plumb was nominated by Cllr Stephens. Seconded by Cllr Southgate. All voted in favour. Cllr Plumb accepted the position and signed the declaration of acceptance of office.

**02.05 Appointment of vice-chairman**

Cllr Southgate was nominated by Cllr Plumb. Seconded by Cllr Leopold. All voted in favour.

Cllr Southgate accepted the position and signed the declaration of acceptance of office.

**03.05 Parish Announcements**

The container is due for delivery on Thursday 12th May. This will be sited temporarily in the Village hall car park.

**4.05 Apologies for absence**

DCllr Holt and Cllr Sewell

**05.05 Declarations of interest/dispensation requests**

Cllr Plumb declared an interest in all planning matters due to being a member of the planning committee at BDC.

**06.05 Appointment of working groups**

All working groups to remain as before.

A new working group is to be formed to discuss equipping of the new kitchen. Cllrs Mills, Leopold and Stephens will be on this group.

Chairman and vice-chairman to sit on all groups.

**07.05 To adopt minutes of council meeting held on 12th April 2022**

***It was resolved*** to adopt the minutes.

**08.05 Matters arising from the minutes of the last meeting**

None

**09.05 To receive reports**

**CCllr Kemp –** report can be viewed on the website or at the Parish Clerk’s office

**DCllrs Holt/Plumb –** report can be viewed on the website or at the Parish Clerk’s office

**10.05 Accounts for approval**

***It was resolved*** to agree the accounts

Payments for authorisation April:

Main account:

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| Charge card - £159.46 (Zoom, planning app & v/h cleaning items)  Village hall account:  Ashbee surveying (asbestos survey) - £320.00  Receipts:  Village Hall rental income - £930.75  **11.05 Public Question time**  It was asked if clarification could be given for the procedure for voting for the Chairman. The Chairperson position is always the first item on the agenda at the annual meeting of the Parish Council. A member of the Parish Council nominates a candidate who is then seconded and a vote is taken by the whole Parish Council. The nominee then signs the declaration of acceptance of office.  It was confirmed that local elections will be held in May 2023. |  |
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**12.05 Planning New applications:**

**DC/22/01470 – Gagglenook Cottage – Skates Hill**

Conversion of first floor over garage into additional living accommodation. Addition of 2no dormer windows

***It was resolved*** to recommend refusal - – because of change of use to secondary accommodation (Dormer windows already installed – no permission granted)

**DC/22/02026 – 14 Angel Lane**

Erection of two storey side extension and single storey front extension

***It was resolved*** to recommend refusal - Loss of amenity to neighbours. Extended beyond front building line. Not in keeping with existing properties.

**DC/22/02063 – Kingsley, Bells Lane**

Notification of works to trees in a conservation area – remove 1no hedge

***It was resolved*** to recommend – no reason to object

**DC/22/02152 – 4 Weavers Drive**

Application for works to trees subject to tree preservation order – fell 1no lime tree

***It was resolved*** to recommend – no reason to object

**Granted application:**

**DC/22/01526 – 7 Weavers Drive**

Notification of works to trees subject to tree preservation order WS228/A2 – fell 1no plane in rear garden

**13.05 Reports from working groups – Cemetery, Finance, Village Hall, Neighbourhood Plan, Climate Emergency (Greening Glemsford)**

**Cemetery –** negotiation is still ongoing with BDC regarding access. Repairs to the new path are being reviewed.

**Finance** – no report

**Village Hall** – The building works are making good progress. It has been necessary to have an asbestos survey carried out. Asbestos has been found in the old ceiling in the main hall and in some cupboard spaces which will have to be removed as a matter of urgency. Quotes are being obtained. It will also be necessary to remove the suspended ceiling in the hall and have it re-instated at a later date. Based on quotes already received for the asbestos removal, a new suspended ceiling and any related expenses ***it was resolved*** to set a budget of £35000.00.

**Neighbourhood Plan** – no report

**Greening Glemsford/Climate** **Emergency** – having received a grant from BDC it is now possible to plan an Eco Fair. The wild flower project in the Churchyard is to be extended.

**New Village hall play park –** due to the increase in costs and to remain within budget it has been necessary to revise the new playpark plan. Hags, who supplied the winning design have removed one piece of equipment (Viper). It is hoped that his will be installed at a later date. It will be an agenda item next month to confirm details of supplier and costs.

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**14.05 To agree end of year budget figures**

***It was resolved*** to agree the budget figures

**15.05 Bulb Energy**

An updated statement has been received from Bulb for the electricity at the village hall. There is a debit balance of £1605.73. ***It was resolved*** to clear this balance and await instruction for a revised DDR amount.

**16.05 Planting of a tree – Queens Green Canopy project – request from WI**

***It was resolved*** that the WI could plant a small tree on Fair Green

**17.05 Queen’s Jubilee Flower Bed – possibility of**

It was asked if a wild flower bed could be planted on one of the village hall green areas. Due to the on-going building works this is not possible. It was suggested that the playing field committee are asked if a flower bed could be planted on the playing field.

**18.05 Correspondence to report**

Correspondence had been received concerning the playpark at Crownfields and the new playpark at the village hall. Cllr Stephens is to respond.

Correspondence had been received from Suffolk Libraries concerning the building works at the village hall. Cllr Plumb is to respond.

**19.05 Date of next meeting** – To be confirmed

Meeting finished @ 7.45pm

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